



## The City of Glendale, Arizona Invites Qualified Candidates to Apply for **COMMUNITY SERVICES DIRECTOR**

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### **Role of the Community Services Director**

The Community Services Director is responsible for the executive leadership, direction and management of the Community Services Department. Responsibilities include: managing the development of long-range strategic plans, goals, objectives, policies, and department priorities; directing the implementation of city goals, policies, and procedures; overseeing the contract negotiations with private sector service providers, and other government entities; negotiating agreements and contracts on behalf of the City and Community Services Department; establishing appropriate service and staffing levels; monitoring and evaluating the efficiency and effectiveness of service delivery methods and procedures; representing the Community Services Department to elected officials, citizen groups, other city departments, other government entities and organizations; preparing and delivering written and oral reports and recommendations to the City Council, city management, and citizen groups; overseeing and directing the development and administration of the Community Services Department annual budget, capital improvement budget, and grant funds; directing and coordinating all projects relating to expansion of services or expansion or renovation of facilities. The Community Services Director also resolves complex or sensitive citizen problems.

### **The Community Services Department**

The Community Services Department is comprised of the Community Action Program, Public Housing, Community Revitalization, Neighborhood Services, Libraries and Arts.

#### **Human Services**

The Human Services Division is comprised of four distinct areas: Public Housing, which provides safe, decent, sanitary housing for Glendale residents with very low to low incomes; the Community Action Program, which helps citizens become self-sufficient while they are experiencing a financial hardship or crisis in their lives; Community Revitalization which provides funding to support direct services for residents through non-profits and other housing improvements and Neighborhood Services, which develops and implements programs that build effective communication, partnerships, volunteerism, and neighborhood oriented services.

#### **Libraries**

The Glendale Public Library System comprises three facilities: the Main Library, the Velma Teague Branch in Murphy Park, downtown Glendale, and the Foothills Branch in north Glendale. A fourth branch is currently in the design phase and will be located within Heroes Regional Park, in west Glendale. The library offers over fifteen hundred free programs on a range of subjects for all ages.





## Arts

In 1983, Glendale City Council created the first Public Arts Commission in the state and established the Arts Ordinance, which directs one percent of the total annual budget for capital improvement projects to be deposited in the Arts Fund. Through the Annual Arts Projects Plan, funds are used for commissioning of public artworks; funding support for the performing arts; and various community and educational arts activities in the city.

## The Community

With a diverse and growing population of more than 237,000, Glendale is the fifth largest community in the Phoenix metropolitan area which has an overall population of 4.4 million. Glendale revels in the national spotlight of its sports and entertainment district which has hosted two Super Bowls, two BCS National Championship football games, and countless world-class concerts. The community is also known for its famed historic downtown shopping district, other well-preserved 100-year-old historic districts, and contemporary upscale neighborhoods.



## The Economy

Glendale has a diversified economic base comprised of a number of well-known companies such as Honeywell, Bechtel, CSAA/AAA, Banner Health, and Conair. Also, Luke Air Force Base has been one of Glendale's major employers since 1941. The Base which is the training site for the F-35 airplane currently has 700 residents and 5,500 employees. These employers and many others have chosen Glendale not only because of its progressive and agile city government but also because of its lifestyle, amenities, and diverse population.

## Education

Glendale has excellent public and private schools including the Glendale Union High School District and the Glendale Elementary School District. The community also has award-winning libraries and institutions of higher education including Arizona State University (ASU) West, Glendale Community College, Midwestern University, Thunderbird School of Global Management at ASU, and DeVry University.



## Sports & Entertainment District

Glendale which has one of the most dynamic sports and entertainment districts in the nation is home to the NFL's Arizona Cardinals, NHL's Arizona Coyotes, and the spring training home of the MLB's Los Angeles Dodgers and Chicago White Sox. The district which annually hosts the Tostitos Fiesta Bowl will host the 2016 College Football Playoff National Championship game and the 2017 NCAA Men's Basketball Final Four Championship. This vibrant regional destination is becoming a major employment corridor and has transformed Glendale into a full-service community featuring world class amenities.

The Westgate Entertainment District which is adjacent to the NFL stadium is an urban lifestyle center featuring excellent dining and unique retail options. Offering a vibrant outdoor setting with distinctive water features, Westgate delivers an interactive shopping, dining, and entertainment experience.

## Downtown

Downtown Glendale attracts more than 300,000 visitors annually for its award-winning community festivals. The historic downtown incorporates two distinct neighborhoods that are home to more than 90 specialty shops and restaurants. The Glendale Convention and Visitors Bureau (GCVB) plays a major role in attracting visitors to downtown to shop and attend its many festivals. Of special note, there are four festivals (Glendale Glitters, Jingle Bell Rockin' Nights, Winter Wonderland, and Spirit of Giving) that take place on four consecutive weekends between Thanksgiving and Christmas. Other festivals occur downtown throughout the year.

## Recreation & Leisure

Glendale's desirable climate with more than 300 days of sunshine annually allows residents to enjoy the outdoors year-round. Recreational opportunities are abundant for the outdoor and athletic enthusiast. Thunderbird Conservation Park hugs the northern edge of the community and welcomes hikers, bikers, and equestrians of all abilities. Views from the top of this park include an overview of Arrowhead Ranch which is an upscale community of homes, parks, and lakes within Glendale. In total, Glendale has 55 neighborhood parks, nine community parks, six regional parks, a conservation park, six recreation centers, two swimming pools, and two golf courses.

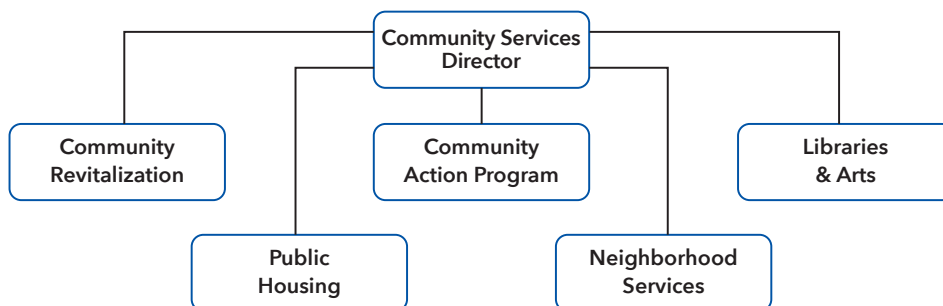
## The Organization

The City of Glendale which has operated under the council-manager form of government since 1957 is a home-rule City with a Charter adopted by its voters in 1957. The City Council is comprised of a Mayor elected at-large and six members elected from districts on a non-partisan basis to four-year overlapping terms. There are no term limits.

The City Council employs a City Manager to oversee the operation of the City. Glendale has had three City Managers in the last 30 years. Glendale is a full-service City including four water treatment plants and two wastewater treatment plants designated as Grade 4 facilities (highest level), a general aviation airport, landfill, and cemetery. The City has an annual budget of \$642 million, a five-year CIP budget of \$313 million, and 1,700 FTE's. The City operates on a July 1-June 30 fiscal year.

## Mission Statement

*A partnership of employees and community working together  
to create a better quality of life for Glendale*



## Core Competencies

*Customer Service • Decision Making • Futuristic Thinking • Political Savvy  
Teamwork • Creativity/Innovation • Continuous Learning  
Communication • Diversity*





## Job Requirements

Bachelor's degree in public administration, business administration, social work, or a related field and five years of increasingly responsible management/administrative experience in social services planning and administration and/or library services planning and administration. Master's degree is preferred.

## The Ideal Candidate

The successful Community Services Director will be an innovative, inspiring, and collaborative leader with a strong commitment to the citizens of Glendale. Will also have an engaging and collaborative management style, excellent communication and interpersonal skills, and outstanding integrity and judgment. The ability to establish trusting and respectful relationships within and outside the organization is essential.

## Compensation

The salary range for this position is \$113,333 - \$170,000 with placement in the range commensurate with the successful candidates experience and qualifications.

The City also offers an excellent benefits package that includes: 11.5 holidays annually; vacation and medical leave; choice of three medical insurance plans; choice of two dental plans; flexible reimbursement accounts; long and short-term disability insurance; paid life insurance equivalent to annual salary; Arizona State Retirement System; voluntary 457 deferred compensation plans; and relocation assistance.

## To Apply

The position will be open until filled with a first review of applications on July 22, 2016. To apply for this exciting opportunity, please visit our website at: <http://agency.governmentjobs.com/glendaleaz/default.cfm>

**Glendale, Arizona is an equal opportunity employer.**



**For additional information about the city of Glendale, AZ please visit**

**[www.GlendaleAZ.com](http://www.GlendaleAZ.com) | [www.VisitGlendale.com](http://www.VisitGlendale.com)**